* Can Use a google form at the beginning of the school year for the students to see what their knowledge and comfort level is with Google docs/classroom, and other forms of technology may use throughout the year.
* At the beginning of the year have the students set up the apps and bookmark the pages we will be using throughout the year.
* tinyurl.com/gapps516 (resources from google docs webinar)
* can involve more people in collaboarating and setting things up
* sharing a folder so that any document that gets added to it, is automatically shared (something else to set up at the beginning of the year)
* built in tools for research and building citations
* template gallery
* many export options
* the revision history is nice as well to get back an oops delete
* using chat box to talk during google doc
* meeting logs-team feels them out as the team goes
* student can collaborate on presentation and add slides on the topic that they are assigned to
* professional development planning-one tab on the bottom and tabs on the bottom for the different thing going on throughout the year (collaboration meetings?)
* forms: tracking feedback from various activities and also classes you work with
* Add ons
  + doctopus: automate docs
  + autocrat: mail merge
  + lucidchart: diagrams and charts
  + mindmeister: mind mapping
  + kaizena: audio feedback-leave an audio feedback on papers instead of typing!
  + save as doc: sheet responses to doc
  + easybib: citation generator
  + proofread bot:
* autocrat: automatically emails forms to teacher and formats it into a document with a table-use for observation form of students and also data collection-immediate feedback to teachers after walk through
* sent out form to ask how other teachers are using apps/google docs in the school at the beginning of the year